Questions & Answers
Consulting Services for ERP Procurement Process
Job # 28-16-IT

1) I would also like to request a list of all vendors submitting a Letter of Intent per the City's RFP page 7.

Vendor	Contact	Contact Info	Letter of Intent?
BerryDunn	Jennifer Vincent Business Development Specialist	d/f: 207.842.8012 | www.berrydunn.com	Yes
Baker Tilly Virchow Krause, LLP	Lauren Schudson Senior Marketing Manager	Phone: 414-777-5550 | Email: lauren.schudson@bakertilly.com 777 E. Wisconsin Ave., Milwaukee, WI 53202	Yes
SoftResources LLC	Christine Panian Business Development Manager	Main: 425.216.4030 |Direct: 425.216.4016| cpanian@softresources.com 11411 NE 124th Street, Suite 270, Kirkland, WA 98034	Yes

2) Do the SunGard IFAS functional areas under scope for replacement include timekeeping? If not, what system does the City use for timekeeping?

The functional areas under scope for replacement include timekeeping. This function is currently support by IFAS Timecard Online.

3) Can you please list all departments/agencies that will be using this ERP?

All departments will have access to the ERP for distributed functions such as timekeeping, purchase requests, monitoring budget-to-actuals and journal entries.

The main departments that will have direct and constant interaction with the system are Finance and Administration and Human Resources.

4) What is this estimated cost for the new ERP?

 The city commissioned a market analysis which estimated rough$800,000 in software licensing costs and $500,000 in professional services. The estimated cost for the entire project including internal resources is just over two million dollars. This estimate is for the core financials.

5) What funding source has the City secured for the Consultant effort, as well as the system?

The City has designated capital funds for the consultant effort. The system replacement will be funded by a combination of general funds, capital funds, and utility funds (depending on if the Utility Billing system is included in the replacement).

6) What other systems will the ERP need to integrate/interface with? What vendor provides those systems? When is their end-of-life?

Interface	Vendor	End of Life
Springbrook	Accela	None given
TRIM	HP	None given
EnerGov	Tyler Technologies	None given
iTron MVRS	ITRON	2019
Lucity	Lucity	None given
ArcGIS	ESRI	None given
Online Recruitment System (currently GovJobsToday could be NeoGov)	eCityGovAlliance	None given
FleetAnywhere	Maximus	None given
Judicial Information System (JIS)	State of Washington, Administrative Office of the Courts	None given
Cale Parking Pay Stations	Cale	None given
TeleStaff	Kronos	None given
Online Payment Processors	Various	None given
Recreation Registration System (currently Class in RFP process to replace)	Currently Active	Currently being replaced
MS Exchange	Microsoft Corporation	None given
MS Active Directory	Microsoft Corporation	None given

7) Who is the technical contact for this effort?

Karen Mast
IT Manager – Enterprise Applications
425/587-3060
kmast@kirklandwa.gov

8) Who is the lead agency for this effort?

City of Kirkland is the lead agency.

9) What are the drivers behind this effort other than end-of-life for the current system?

The main drivers behind this effort are the pending end-of-life for the current system and a desire to find a more modern Finance and Human Resources system that will provide some business efficiencies.

10) It is mentioned in the RFP that the contractor should develop an RFP for the Finance/HR Systems with the option to replace the Utility Billing / Cashiering system and Business License system; Does the City intend to acquire these solutions together or separately (or not at all), if they are NOT acquired with the ERP solicitation?

The city would like to have the RFP open to as many vendors as possible. Vendors who can provide all of the systems will be as welcome to bid as vendors who can only provide a business license or utility billing system. The likely implementation path is for the core financials (general ledger/HR/and Payroll) to be implemented first, followed by Utility Billing and Business Licensing.

11) What vendor provides the Current Utility Billing / Cashiering system and Business License system?

Utility Billing and Cashiering functions are performed in Accela Springbrook. Business License functions are performed in Tyler EnerGov.

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Purchasing Agent

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